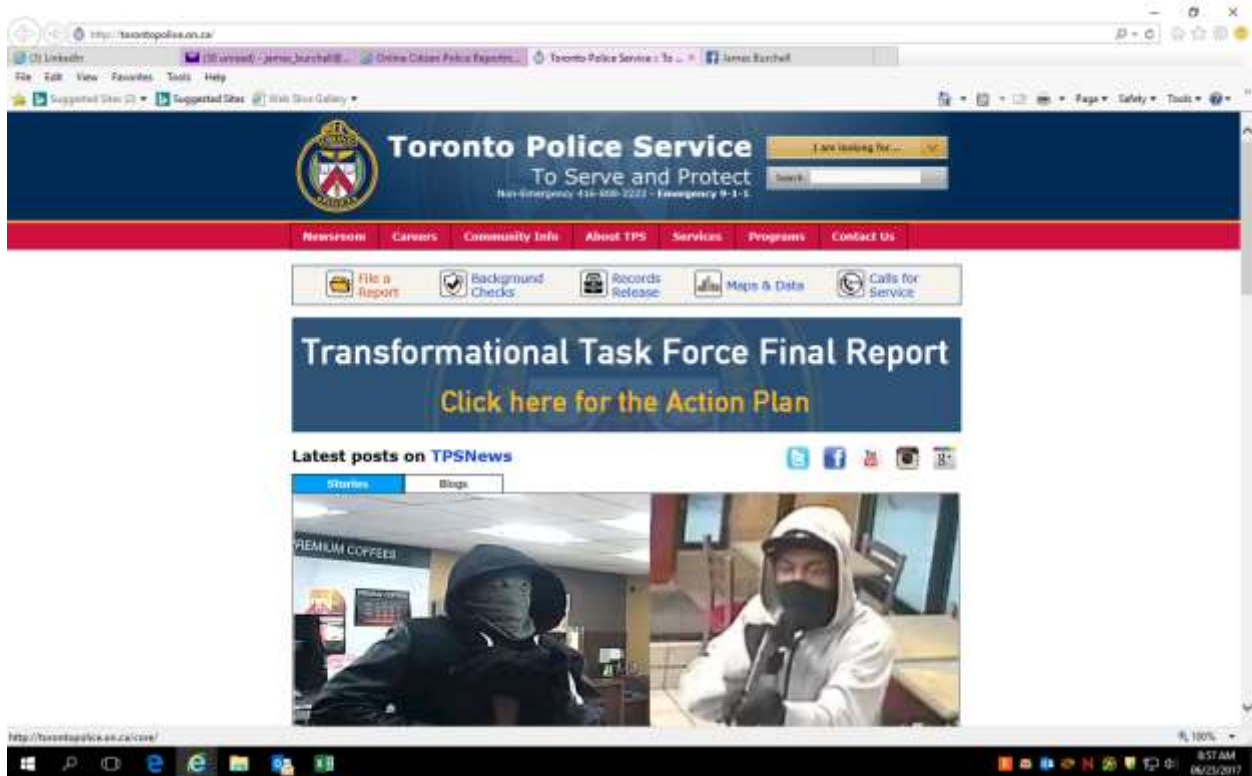
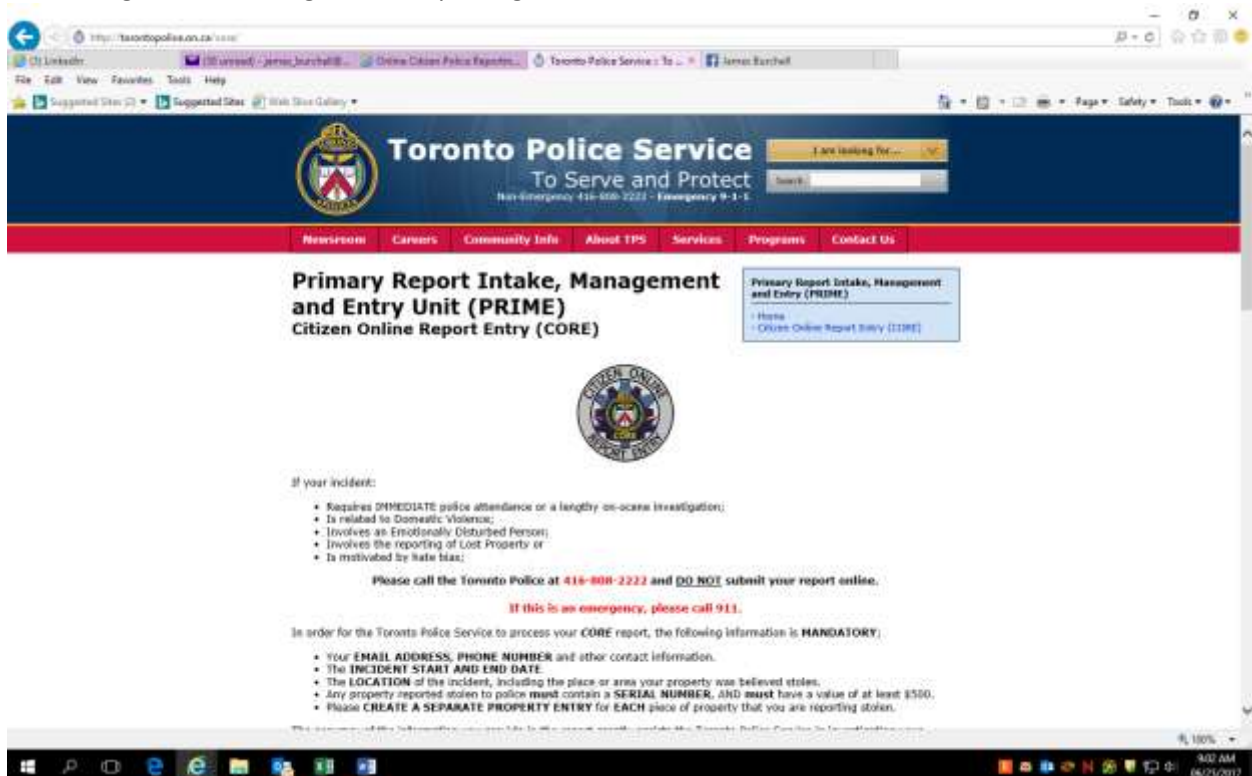


Filing an online Police Report – how to step by step demonstration

Type this link in your URL, <http://torontopolice.on.ca/>, and click on File a Report (highlighted in yellow)



The PRIME page will appear. Scroll down past the colourful map. You will see a number of photo tiles illustrating different categories of reporting available.



You are here. Choose the appropriate tile: For example, let's try Theft from Vehicle UNDER \$5,000

The screenshot shows the Toronto Police Service website with a grid of nine report categories. The categories are: Damage to Property UNDER \$5,000, Damage to Vehicle UNDER \$5,000, Driving Complaint, Fraud Under \$5,000, Graffiti, Supplemental Report, Theft from Vehicle UNDER \$5,000, Theft of Gas (From a Gas Station), and Theft UNDER \$5,000. A red banner at the top reads "FILING A FALSE POLICE REPORT IS A CRIMINAL OFFENCE". Below the banner, it says "If your incident meets the above criteria, please select from the available reports below:". The website footer includes "TORONTO", "© 2017 Toronto Police Service", and "Home - Privacy - Accessibility - Top". The Windows taskbar at the bottom shows the time as 9:05 AM on 06/23/2017.

Read through this page, and continue by clicking on the yellow button at the bottom

The screenshot shows the Toronto Police Service website's "File a Report" page for Theft from Vehicle. The page has a red navigation bar with links for "Newsroom", "Careers", "Community Info", "About TPS", "Services", "Programs", and "Contact Us". The main heading is "Primary Report Intake, Management and Entry Unit (PRIME) Citizen Online Report Entry (CORE) File a Report". A blue box on the right contains "Primary Report Intake, Management and Entry (PRIME)" with links for "Home" and "Citizen Online Report Entry (CORE)". A red banner reads "FILING A FALSE POLICE REPORT IS A CRIMINAL OFFENCE". Below this is a photo of a person stealing from a vehicle, labeled "Theft from Vehicle". The text asks for a detailed description of the incident and provides a list of information to include: "where your vehicle was parked, i.e. parking/underground garage, driveway or garage attached to house" and "Was a security camera present at the scene?". It also lists "Point of entry to your vehicle, i.e. front passenger window, rear driver's door, etc.". The "Terms and Conditions" section asks the user to check boxes indicating they understand and agree to the following: "The information provided on this form is correct to the best of my knowledge." and "I understand that providing false information could make me subject to prosecution under the Criminal Code of Canada." At the bottom, it says "If you are ready to begin:" followed by a yellow "START A REPORT" button. The Windows taskbar at the bottom shows the time as 9:11 AM on 06/23/2017.

You are taken to this screen, and ready to begin the reporting process. **Note you will only have 60 minutes to complete (timer on bottom right).**

The screenshot shows a web browser window displaying the Toronto Police Service online reporting portal. The page title is "Theft from Vehicle UNDER \$5000". The breadcrumb navigation is: Start > Yourself > Incident > Person > Vehicle > Property > Narrative > Review > Finish. The main section is titled "Select Report Type" and asks the user to "Please select the report type: original or supplemental." Below this is a table with three rows, each representing a different report type. The first row is selected with a radio button. At the bottom right of the page, there is a red timer that says "Session expires in 59:25".

Select	Report Type	Definition
<input checked="" type="radio"/>	Original	This is the first report that is being filed for this incident.
<input type="radio"/>	Supplemental	You are adding information to a previous report which was submitted online. Original report number <input type="text"/> (ex: 17-9000000)
<input type="radio"/>	Supplemental	You are adding information to a previous report, which was reported to an officer. Original report number <input type="text"/> (ex: 17-9000000) Filed With Officer <input type="text"/> (enter "Unknown" if unsure)

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Session expires in 59:25